

**Alaska Workforce Investment Board
Executive Committee
Tuesday, August 12, 2008 – 10:00 a.m.
Teleconference: 1-800-315-6338, code 2942
Meeting Minutes **DRAFT****

- **Call to Order** 1:00 p.m.

Roll Call: Andy Baker, AWIB Chair; Neal Foster, AWIB Vice Chair and PP/AE Chair/Legislative Chair; Doug Ward, WR/EP Chair; Todd Bergman and, M.J. Longley, Youth Council Co-Chairs

Staff in attendance: Greg Cashen, Executive Director/AWIB; Barbara Duval, Project Coordinator/AWIB; Louise Dean, Project Coordinator/AWIB and Bejean Page, Administrative Assistant/AWIB

Board members in attendance: David Stone, Deputy Commissioner, DOLWD; Scott Clark, Lieutenant Governor's Office; Kathy Craft, Health & Social Services

Guests in attendance: Brynn Keith, R&A/DOLWD, Deidre Bailey, DBP/DOLWD; Mike Lohman, DBP/DOLWD; Joe Austerman, Dept. of Commerce, Office of Economic Development

- **Approval of Agenda** Doug Ward motion to approve agenda; MJ seconded. Vote taken, MOTION passed.
- **Approval of Minutes** – July 8th – Doug Ward motion to approve minutes, Todd Bergman seconded. Vote taken, MOTION passed.
- **Action Items**
 1. State Workforce Information Grant – Brynn Keith

Brynn Keith, Chief of Research & Analysis/DOLWD requested the board pass a motion to support the State Workforce Information Grant. She reviewed the six core products the grant supports in R&A. There were questions about industry forecasts and if there was a fiscal note involved. The grant is for \$286,000 and it is 6% of R&As budget. MJ made a motion to approve the grant, seconded by Neal Foster. Vote taken, MOTION passed.

2. Federal Waivers – Deidre Bailey & Mike Lohman

Deidre Bailey & Mike Lohman from Division of Business Partnerships with DOLWD were in attendance to summarize the request for waiver of the legal requirement to utilize the 17 WIA performance measures. This waiver would



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allow the exclusive use of the Common Performance Measures for performance accountability and reporting for the WIA Adult, Youth, Dislocated Worker, Wagner-Peyser, Veterans and Trade Act programs. Deidre answered questions about the waiver. She is going to provide information to Greg to pass on to the board. Chair Baker took a vote and MOTION passed.

3. October AWIB Agenda

Greg Cashen reviewed the agenda for the October AWIB meeting. There were questions about how the panels were chosen and how much time should they be given. It was noted that they were chosen from the top 9 priority industries and David Stone has been helping with the schedule. It was also requested that we have 3 panelists for each industry.

Todd Bergman requested that we open up the Instructor of the Year Award to secondary also. The draft agenda for the meeting looks good and we can move forward with making arrangements and scheduling the panels and the tours.

We have booked rooms at the Westmark and will have a shuttle van to the Board of Regents Conference Room for the meetings.

- **Discussion Items**

1. New Teleconference Number

AWIB staff has started to utilize a new teleconference company called 1Source and will realize a 40% savings on our teleconference costs. This is a new number so please take note when you get your meeting notices of the new call in number.

- **Reports**

1. Director – Greg Cashen will submit his report by the end of the week. The STEP grant application period closed August 8th and the reviews will be the last week of August or the first week of September. Chair Baker chose Tony Delia, Cynthia Erickson and Linda Hulbert to represent AWIB on the review committee.

2. Chair – Andy Baker – no report.

3. Committees –

Neal Foster - Regional Advisory Councils met within the last few weeks. Things are moving along and they are working on their top three priorities. I would like to propose regularly scheduled monthly meetings if AWIB staff could get that set up.

Todd Bergman, MJ Longley – Our next Youth Council meeting will be a face to face meeting on September 5th at CITC. It is designed so we have a meeting in the morning and a work session in the afternoon. We will be going over the Anchorage youth development coalition, looking at membership of youth on the council, getting ready for the next cycle of youth grants and approving the youth participation application. MJ said that they would add looking at the common measures to the agenda after hearing from Deidre today.

Doug Ward – WREP met last week and had a full agenda. Went through the board retreat action tracker and reviewed what we had to do from there. Re energized the industry training plan subcommittee for a guidance document and we meet tomorrow at 3:00 to review that. We decided as a committee that afternoon meetings are better for everyone. We formed an adhoc health care taskforce. We are going to test the industry training plan on the health care taskforce. We went through our strategies, added priorities and flushed out the employability piece and plugged it into the plan and the resolution process. We worked on an implementation guide for resolutions once they are adopted and what to do.

- **Other Items:** Questions from AWIB Members - None
- **Adjournment:** 2:00 p.m. - Next Ex Co meeting scheduled for September 9th